Housebuilder Media
IPSO Annual Report

Period covered: 1st January 2018 – 31st December 2018

1.0 Factual Information about the Regulated Entity

1.1 Housebuilder Media publishes one regulated publication, *Housebuilder* , published ten times a year with an audited circulation of 12,205.

1.2 Responsible Person

The Regulated Entity's responsible person is Ben Roskrow

1.3 Overview

The Regulated Entity's magazine was founded in 1941 and also publishes a digital edition of the magazine as well as e-newsletters.

2.0 Internal Guides

The regulated entity has the following internal manuals used by journalists, of which copies are available on request by the Regulator:

- The Editors' Code
- Staff Handbook

3.0 Compliance Procedures

How the Regulated Entity deals with:

3.1 Pre-publications guidance under regulation 4.5
We have never had to seek guidance from IPSO or its predecessors in advance of publishing articles to consider matters of compliance with the Editors' Code, but are aware of the opportunity if required.

3.2 Verification of stories
Journalists and Editors take all appropriate steps to confirm stories.

3.3 Compliance with the Editors Code
Copies of the Editor's Code are supplied to all journalists as well as copies listed on the shared drives. The code was updated on January 1 2018 and new copies supplied as appropriate.

If the Regulator should find against a publication in the course of assessing a complaint, the publication would comply with the findings and any remedial action required.

3.4 Editorial Complaints, Determined under Regulation 19

No complaint was made against Housebuilder in the period but if a complaint was received Ben Roskrow would handle this personally.
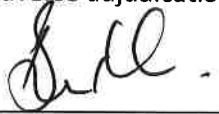
3.5 Training of Staff

Housebuilder Media arranges regular training for staff. New joiners are supplied with a staff handbook and copy of the Editors Code.

4.0 Adverse Adjudications

There have been no adverse adjudications against Housebuilder Media.

SIGNED:

On behalf of Housebuilder Media

Submitted to IPSO: 28/2/19